



Rockville RainScapes Rewards Tree Canopy Rebate Application

In Rockville, residents control the largest percentage of the city's tree canopy. Promoting and developing a tree canopy helps to reduce stormwater runoff because the extensive root systems of trees allow for collection of large volumes of storm water. In addition, a tree canopy improves air quality, provides wildlife habitat, and can contribute to savings on energy bills through the cooling effect of shade from trees.

The program also offers rebates for **rain barrels** and **conservation landscaping**. For the most up-to-date information regarding the City of Rockville's RainScapes program please visit:

<http://www.rockvillemd.gov/environment/watersheds/rainscapes.html>

Who Is Eligible

- To participate, your residential property must be located in the City of Rockville.
- Projects are **not** eligible if they are associated with permit approval requirements for new building construction, additions, or renovations.
- Projects that are partially or completely finished before approval will **not** qualify for rebates.
- All requirements as outlined below, in the application, and in the *Design Criteria and Guidelines for Project Eligibility* (attached) must be met. All decisions are final and are at the sole discretion of the City of Rockville.

Application Process & Requirements

- 1. Submit your application, property owner agreement, and “before” photos for approval.**
Complete applications should be e-mailed to the RainScapes Coordinator at rainscapes@rockvillemd.gov or mail to 111 Maryland Avenue, Rockville MD 20850.
- 2. Receive application approval from RainScapes Coordinator.**
Wait to receive application approval from the RainScapes Coordinator before beginning the project. Please allow three (3) weeks for processing. Projects must be completed within three (3) months of approval.
- 3. Begin and complete your project.**
You must retain and submit itemized receipts and/or final invoices for all project costs. Documented costs must equal or exceed the rebate amount requested. The project must adhere to the most recent Design Criteria and Guidelines for Project Eligibility.
- 4. Final inspection.**
Call or email the City of Rockville RainScapes Coordinator at 240-314-8877 or rainscapes@rockvillemd.gov to schedule a final inspection. Inspections will generally be scheduled within ten (10) business days. Submit itemized receipts and/or final invoice for all project costs. Photocopies are acceptable. At the final inspection, installation of the project will be verified, and the project area will be photographed.

5. Receive reimbursement check.

If all requirements are met, the rebate will be approved, and a check will be issued by the City of Rockville's Department of Finance within three (3) to six (6) weeks.

Please mail or e-mail the completed application with required information and **wait to receive approval** from the City of Rockville. If you have any questions please contact the RainScapes Coordinator at 240-314-8877 or rainscapes@rockvillemd.gov

City of Rockville – Environmental Management Division
RainScapes Rewards Rebate Program
111 Maryland Avenue
Rockville, MD 20850
rainscapes@rockvillemd.gov

Special thanks to Montgomery County's RainScapes Program for sharing their curriculum and text.

Although City residents are ineligible for the County rebate, we are modeling much of our program after Montgomery County's so please feel free to reference their website for any additional information.

<http://www.montgomerycountymd.gov/dectmpl.asp?url=/content/dep/water/rainscapes.asp>



Design Criteria and Guidelines for Project Eligibility

Issue Date 2/2013

*** These guidelines and criteria will be periodically updated to ensure currency with the latest technical information and best practices – please verify that you have the latest version. ***

Tree Canopy Requirements

- ☐ Trees must be planted during the fall, winter and spring **after September 15th and before May 30th**.
- ☐ Trees must be planted **on private property**, not within the public right-of-way, and at least 15' away from structures.
- ☐ Trees must be **no smaller than a #7 pot or 8' to 12' tall or 1" caliper**
- ☐ Put **3" to 4" of mulch** around tree, extending at least 2' from trunk, preferably to the outer extent of the branches. Do not pile mulch on the tree trunk.
- ☐ No more than **1/8 of the root ball** is above existing grade level.
- ☐ **Stake trees** for the first six months, and then remove stakes.
- ☐ **Tree guards** must be used for deer protection (from rubbing of stem).
- ☐ **Water thoroughly** right after planting. For approximately the first two years after planting, ensure the tree has enough water so the surrounding soil is moist, but not soggy.
- ☐ Follow **step by step planting instructions**: www.arboday.org/trees/planting/

Important Tips

- Consider specific goals when choosing the tree site:
 - Shading of existing impervious surfaces such as driveways, sidewalks, roads and roofs, patios
 - Shading of buildings and A/C units from afternoon sun
 - Excess water or drainage issues
 - Erosion control
 - Northwesterly wind blocks
- Consult your nursery or landscaper for advice on the best tree for your site.
- Tree should be tarped (covered) for transportation.
- Protect the trunk! Once trees are installed, there should be no weed whacking around trees.
- Do not use Gator bags in areas with high vole or rabbit populations.

Additional Resources

City of Rockville – Tree Planting Detail

www.rockvillemd.gov/e-gov/rec-parks/ForestConservationAppendices.pdf





RainScapes Rewards Rebate Application Tree Canopy



Name/Property Owner (please print)

Address

City

State

Zip

Property Address (if not same as above)

Phone

E-mail

Rebate: \$150 per tree installation, maximum rebate of \$600 per property.

Note: Trees must be planted during the fall, winter and spring; after September 15th and before May 30th.

How did you hear about the RainScapes Program? _____

Have you received a rebate through the City of Rockville's RainScapes program in the past? If yes, which program were you rebated under - rain barrel, conservation landscaping or tree planting?

Project Information

How will the project improve existing conditions? Check as many as apply.

- ☐ Address drainage issues
- ☐ Shade impervious area
- ☐ Expanding tree canopy
- ☐ Shading air conditioning unit
- ☐ Wind break
- ☐ Other: _____

Physical description of location of new tree(s). Describe the location of the tree relative to pavement, roof, air condition unit, or drainage problems. Include a sketch if desired

Sun Exposure:

Full Shade (<8 hrs sunlight/day) _____ Part Shade (6-8 hrs sunlight/day) _____
Full Sun (>8 hrs sunlight/day) _____ Don't know _____

Tree Description(s) Please refer to the Tree Canopy Design Criteria and Guidelines and the Approved Species List before purchasing your tree(s).

Tree Species	Number of Trees	Size (pot size, height, or caliper)	Where will you buy the tree?

If you would like to request approval for a tree not found on the Approved Tree Species List, please give your source for verifying that it is native to the Chesapeake Bay watershed.

Project Cost

Please estimate your tree planting costs, including mulch, stakes and ties, soaker hose, and any other supplies needed (itemized receipts are required upon project completion):

Total Cost: _____ Rebate Amount Requested: _____

Installation: ___Do it yourself ___Contractor ___Other:

If you are using a contractor or other group, please provide the following information.

Contractor/Group Name: _____

Address _____

Phone _____

Contractor/Installer Signature _____

Date _____

Project Site Photos (Before Shots)

Don't forget to attach, either digitally or hard copy, photos of the project site. (max 6)

OPTIONAL: I agree to allow reasonable access to the RainScapes project site for periodic public tours organized by the City of Rockville (advance notification will be made by the City of Rockville). **Yes** **No**

I have read and agree with all RainScapes Rewards rebate program requirements.

Signature _____

Date _____

Please mail or e-mail the completed application with required information and **wait to receive approval** from the City of Rockville.

City of Rockville – Environmental Management Division
RainScapes Rewards Rebate Program
111 Maryland Avenue
Rockville, MD 20850
rainscapes@rockvillemd.gov

If you have any questions, please contact the RainScapes Coordinator at 240-314-8877 or rainscapes@rockvillemd.gov.